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**Personnel**

**AIR FORCE RESERVE OFFICER TRAINING  
CORPS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 36-20, *Accession of Air Force Military Personnel*, by specifying responsibilities for the Senior Air Force Reserve Officer Training Corps (AFROTC) program. It also implements Title 10, United States Code, Sections 2005, 2101-2111; Title 37, United States Code, Section 209; Title 5, United States Code, Section 8140; and Department of Defense (DoD) Directive 1215.8, *Senior Reserve Officers Training Corps (ROTC) Programs*, March 25, 1994, and DoD Instruction 1215.16, *Reserve Officers Training Corps (ROTC) Procurement Resources Report*, January 21, 1992. HQ AU/XOP approves supplements to this instruction.

**SUMMARY OF REVISIONS**

This revision clarifies responsibilities for the activation and inactivation of AFROTC units. AFROTC will publish the procedural guidance in a document sui table for their use.

**1. Scope.** AFROTC commissions officer trainees through a college campus program in response to Air Force officer accession requirements.

**1.1. Training Program.** AFROTC prepares officer candidates through a training program consisting of an academic phase and a field training phase. The academic phase is either two or four years in length. The field training phase is four or six weeks in length. Cadets must complete academic and field training phases before appointment as an Air Force officer.

**1.2. Field Training.** AFROTC conducts field training at some Air Force bases during the summer months. The four-week field training program is for cadets who completed the first two years of AFROTC (called the General Military Course). The six-week field training program is for all other cadets.

**2. Responsibilities:**

**2.1. The Secretary of the Air Force or Designated Representative:**

- 2.1.1. Oversees overall program operation.
- 2.1.2. Approves activation of new detachments.
- 2.1.3. Signs AF Form 1268, **Application and Agreement for the Establishment of a Senior Air Force Reserve Officers' Training Corps Unit.**
- 2.1.4. Approves inactivation of detachments when the inactivation is at the initiative of the Air Force.

**2.2. The Director of Military Personnel Policy (HQ USAF/DPX):**

- 2.2.1. Develops program policy.
- 2.2.2. Provides program guidance.
- 2.2.3. Establishes cadet eligibility requirements.

**2.3. The Commander of Air Education and Training Command (HQ AETC/CC):**

- 2.3.1. Recommends to HQ USAF the activation and inactivation of AFROTC detachments.
- 2.3.2. Approves the inactivation of detachments when the inactivation is at the initiative of the host university.
- 2.3.3. Approves activation or inactivation of operating locations (OL) and advises HQ USAF.

**2.4. The Commander of Air University (AU/CC):**

- 2.4.1. Supervises the execution of the program.
- 2.4.2. Recommends units for activation or inactivation to AETC/CC.

**2.5. The Commander of AFROTC (HQ AFROTC/CC):**

- 2.5.1. Develops and implements policies and procedures to execute the program.
- 2.5.2. Recommends units for activation or inactivation to AU/CC.
- 2.5.3. Establishes cadet admission and retention standards.

**2.6. Major Commands (MAJCOM). Will support the AFROTC program.**

**2.6.1. MAJCOMs Hosting AFROTC Field Training:**

- 2.6.1.1. Plan and fund field training encampments.
- 2.6.1.2. Appoint a Field Training Project Officer to interface with HQ AETC and HQ AFROTC personnel.
- 2.6.1.3. Provide orientation flights for cadets in Air Force aircraft, if possible.

**2.7. Host Installation Commanders. Will support the AFROTC program.**

**2.7.1. Host Installation Commanders Supporting AFROTC Field Training:**

- 2.7.1.1. Plan, fund, staff and provide services, supplies, equipment, and facilities that contribute to a successful encampment.
- 2.7.1.2. Appoint an executive officer of lieutenant colonel rank.

- 2.7.1.3. Appoint an assistant training officer of company grade rank.
- 2.7.1.4. Appoint a training NCO if the field training encampment will host 350 or more cadets.
- 2.7.1.5. Appoint a logistics officer (either officer or qualified NCO).
- 2.7.1.6. Appoint a full time secretary to assist the field training staff.

## **2.8. The Director of Base Medical Services:**

- 2.8.1. Provides medical examinations for AFROTC applicants and cadets prior to commissioning.
- 2.8.2. Provides medical services to AFROTC staff and cadets participating in AFROTC field training.

## **3. Membership:**

**3.1. General Military Course (GMC) Member.** A freshmen or sophomore year cadet accepted for AFROTC membership by the unit commander. The cadet remains a member until completion of the GMC, decides to no longer participate in AFROTC, or enters the Professional Officer Course (POC).

**3.2. POC Member.** A junior or senior year cadet accepted for AFROTC membership by the unit commander. The cadet must be fully qualified under current Air Force and AFROTC directives to enlist/reenlist in the US Air Force Reserve (USAFR), Obligated Reserve Section (ORS). The cadet remains a member until commissioned or disenrolled.

**3.2.1. Contracted Member.** A cadet accepting a scholarship or becoming a POC member that has enlisted/reenlisted in the USAFR, ORS for a period of eight years. AFROTC will enlist the cadet using normal Air Force enlistment documents. The cadet must:

- 3.2.1.1. Meet Air Force enlistment standards. Refer to AFI 36-2002, *Regular Air Force and Special Category Accessions*.
- 3.2.1.2. Have good moral character.
- 3.2.1.3. Meet Air Force Surgeon General medical standards for enlistment and commissioning (applies to scholarship and POC cadets).
- 3.2.1.4. Have a minimum 2.00 grade point average (GPA) to compete for POC selection and maintain the minimum GPA requirement established by the institution or AFROTC (applies to nonscholarship POC applicants). AFROTC may apply higher GPA standards for scholarship cadets.
- 3.2.1.5. Take at least the minimum credit hours specified in the institutional catalog to maintain full-time student status. AFROTC will develop standards if the institution has no standards.
- 3.2.1.6. Meet Defense Language Institute English Language Center requirements before entry into the POC and before commissioning (applies to nonnative English-speaking cadets).
- 3.2.1.7. Sign AF Form 1056, **Air Force Reserve Officer Training Corps Contract**. AFROTC will obtain consent of a parent or legal guardian if the enlistee is a minor as defined by the law of the jurisdiction where the contract is signed. The contract outlines the responsi-

bilities of the Air Force and the enlistee. The Air Force Form 1256 is kept in the enlistee's personnel file at the detachment until commissioning.

#### 4. Who May Not Be AFROTC Members:

- 4.1. Conscientious objectors.
- 4.2. Present or former commissioned officers of any component of the Army, Navy, Air Force, Marine Corps, Coast Guard, or Merchant Marine.
- 4.3. Officers of the Health Services and Mental Health Administration.
- 4.4. Members of the National Oceanic and Atmospheric Administration.
- 4.5. Individuals on active duty with any military service. Note: Active duty members applying for entry into AFROTC must adhere to the criteria and restrictions outlined in AFI 36-2013, *Airman Commissioning Programs*.
- 4.6. Former enlisted members of the regular armed forces whose DD Form 214, **Certificate of Release or Discharge From Active Duty**, contains either no code or a code disqualifying them from reenlistment.
- 4.7. Individuals separated from military service who did not receive an "Honorable" discharge.
- 4.8. Applicants who complete AFROTC field training and are not recommended for POC entry.
- 4.9. Students whose convictions do not allow them to accept worldwide assignment, combat duty, or assignments involving nuclear weapons.
- 4.10. Students who have an active duty service commitment from another commissioning program.

**5. Scholarship Program.** AFROTC is authorized by Title 10, U.S.C., Section 2017 to have a scholarship program. Scholarships are based on the needs of the Air Force and individual merit. At least 50 percent of the scholarship cadets at public institutions must qualify for in-state tuition rates at their respective institutions and receive tuition benefits at that rate.

5.1. College Scholarship Program. This program is intended primarily for high school students interested in pursuing engineering or technical college degrees. Applications are obtained through AFROTC Regional Directors of Admissions, high school counselors, Air Force recruiters, and AFROTC unit commanders. Applicants can apply for the program by completing the AF Form 3846, **Air Force ROTC Pre-Applicant Questionnaire**, which is sent to HQ AFROTC. AFROTC will then send the applicant the AF Form 113, **Air Force ROTC College Scholarship Application**, if the applicant meets AFROTC developed scholarship requirements for a four-year scholarship. The applicant must:

- 5.1.1. Have a Social Security Number.
- 5.1.2. Graduate from high school or hold an equivalent certificate.
- 5.1.3. Be at least 17 years old by a date established by AFROTC.
- 5.1.4. Not be (or have been) enrolled as a full-time student in a junior college or university except for joint high school-college programs. A student with college credits obtained through part-time enrollment is eligible to compete for a four-year scholarship but the terms of financial assistance may be less than four years.

5.2. Scholarship Actions Program. This program is intended primarily for students already enrolled in college. Applications for 3- to 2-year scholarships are available through any AFROTC unit and are open to most academic majors and categories with a heavy emphasis on the technical disciplines.

5.3. Scholarship cadets will enter a written contract (AF Form 1056) and agree:

5.3.1. To complete the educational requirements specified in the agreement.

5.3.2. To serve on active duty for the period specified in the agreement.

5.3.3. To accept an appointment, if offered, as a commissioned officer in the Air Force.

5.3.4. That any unauthorized change of academic major is a breach of contract. A breach of contract may cause:

5.3.4.1. Loss of the scholarship.

5.3.4.2. Disenrollment from AFROTC.

5.3.4.3. Involuntary call to active duty in an enlisted grade or monetary reimbursement for the cost of their education.

## **6. Disenrollment, Discharge or Involuntary Call To Extended Active Duty:**

6.1. The Commander of AFROTC may disenroll a contract cadet for:

6.1.1. Humanitarian considerations and personal hardship beyond the individual's control.

6.1.2. Medical disqualification.

6.1.3. Transfer to another military commissioning program.

6.1.4. Failure to meet AFROTC or institution scholastic standards.

6.1.5. Failure to meet military retention standards.

6.1.6. Indifference to training.

6.1.7. Breach or anticipated breach of the AFROTC contract.

6.2. Cadets disenrolled from AFROTC are discharged from the USAFR (ORS) unless ordered for involuntary call to EAD.

6.3. Contract cadets who are disenrolled or decline appointment incur an active duty service commitment and are subject to involuntary call to EAD.

6.3.1. Active duty service is the primary means of reimbursement for education. The Air Force chooses to exercise its contractual option when the Commander of AFROTC finds the individual at fault or in violation of the contract.

6.3.2. Scholarship cadets directed to be involuntarily called to active duty, and subsequently are not called to active duty, will reimburse the government for the cost of their education.

6.3.3. Disenrolled cadets who enter AFROTC from a Regular or Reserve component, who fail to fulfill their agreement, will revert to their former status to complete any prior service obligations.

6.3.4. The Commander of AFROTC may waive the Active Duty Service Commitment for unique cases.

6.3.5. Appointment of an investigating officer and a written disenrollment investigation report are not required when:

6.3.5.1. HQ USAF, HQ AETC, or the Commander of AFROTC reviews a cadet's record and directs disenrollment.

6.3.5.2. A freshman scholarship cadet is discharged from the ORS for loss of scholarship.

## **7. Active Duty of AFROTC Graduates:**

7.1. Acting on delegation from the President, the Commander of AFROTC will appoint as a second lieutenant a contract cadet who successfully completes the military and academic requirements of the AFROTC program once the cadet is awarded a bachelor's degree or an authorized institution official certifies the cadet has qualified for a degree which will be conferred at a later date.

7.2. Officers successfully completing the AFROTC program will be ordered to extended active duty within 60 days of commissioning, unless:

7.2.1. HQ AFMPC/DPMPO approves an educational or administrative delay requested by the cadet.

7.2.2. Changing Air Force end strengths or requirements dictate a delay.

## **8. Forms Prescribed:**

- AF Form 113, **Air Force ROTC College Scholarship Application.**
- AF Form 1056, **Air Force Reserve Officer Training Corps Contract.**
- AF Form 1268, **Application and Agreement for the Establishment of a Senior Air Force Reserve Officers' Training Corps Unit.**
- AF Form 3846, **Air Force ROTC Pre-Applicant Questionnaire.**

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